

**Space Family Education, Inc.
Board of Director's Open Meeting**

February 16, 2006

Safety Report

Director & Vice President

No report

***Director Report
(by Ms. Schroeder for Ms. Hirning)***

Staffing

Resignations:

Ms. Lauren Price, out substitute teacher, has resigned.

New Hires:

One teacher was hired to work in Room 8, and started working on February 7th.

Another teacher was hired to work in Room 3. She will start next week.

Other:

No report

Operations

Facility:

No report

Special Events:

Trail riders, for the Houston Rodeo, will come to JSC on February 21st around 3-4pm.

Class pictures will be on February 22nd. Also on February 22nd we will have a rodeo clown visiting the Center.

February 24th will be our Hot Dog Cookout day. The activities will start around 10:30am. Ms. Saunders will try to arrange to have the JSC Center Director visit during the event.

We will have some Mardi Gras activities on February 27th.

On March 3rd, we will have two ladies from a local dental office visiting us to talk to the children about dental hygiene.

A Parents Workday is planned for March 4th, with another one planned for the fall. This time we will put in some mulch, make a tricycle track in the younger kid playground, put in small benches around trees (for safety purposes), etc...

Ms. Schroeder said that Ms. Hirning is scheduling to have someone come in April to offer speech screening for the children, maybe a couple of Fridays.

Other:

Ms. Schroeder reported that we've received a verbal 'okay' from St. Thomas to start planning our Summer Camp using their facility.

Committees Report

Education Curriculum

No report

Fundraising

The committee has reviewed the fundraising survey results and is making long-term plan (year long).

The committee is planning to have an ice cream social on the last day of school, in May.

Ms. Saunders mentioned seeing fundraising activities on other NASA childcare center websites.

SOP

Ms. Saunders mentioned seeing some policies and procedures from other NASA childcare center websites, and said that we could review them for ideas as we putting together our SOP.

Newsletter and Webpage

No report

Room-1

"Everything is fine, we will have new baby soon."

Room-2

"We're happy"

Room-3

No report

Room-4

No report

Room-5

"Everything is great, teachers are very good, parents are happy."

Room-6

“Parents will build a plant box.”

Room-7

No report

Room-8

No report

Room-9

“We’re happy.”

Board Members Report

Policies and Procedures (Liana Rodriggs)

Ms. Rodriggs reported a couple of withdrawals, and said that she may have to shuffle some children to fill the spots.

Ms. Rodriggs reported that ‘in-house’ registration for next year Kindergarten is done. She said that 10 have signed up, and that she would offer open spots for repeats and newcomers.

Treasurer (Absent)

No report

Secretary (Louis Nguyen)

No report

Vice President (Absent)

No report

President (Melanie Saunders)

Ms. Saunders reported that the Board is continuing discussion with NASA on the MOU, mostly with Ms. Rebecca Bresnik from Legal Office. Ms. Saunders also said that the Board is looking into example of other agreements between other childcare centers and NASA. She said that she does not have a completion schedule yet, and that NAEYC accreditation is a common issue at other NASA childcare centers.

Ms. Saunders said that we could have a potential MOU issue because of our sibling policy. She would investigate this some more and provide NASA with our rationale.

Ms. Saunders mentioned the potential need to review the severing policy for SFEI membership. Currently, the policy only addresses voluntary severance, but not unexpected death.

SFEI Members Report

Walk-ons

The discussion on the benefit of hiring full-time floater(s) versus as-needed WeeCare services was resumed with new costs comparison data provided by Ms. Hurlbert. Using the costs data provided by Ms. Hiring, Ms. Hurlbert was able to show that the costs were about the same. The benefit for one (or two) full-time floaters is consistent care for the children. In reviewing the information, several suggestions were brought up; reexamining the costs comparison with additional costs for employee benefits (e.g. workman compensation insurance, etc...), looking into local college programs to find interns to hire.

Attendance:

BOD - Louis Nguyen, Liana Rodriggs, Melanie Saunders

SFEI Staff - Shelley Schroeder

Members - Gloria Cybulski, Michael Berdich, Scott Dunham, Judson Heartsill, Katy Hurlbert, Renita Fincke

NASA Liaison - René Hasson

The next meeting will be March 16, 2006
Building 111 Conference Room - 11:30 AM - 1:00 PM